

# Residential Solar Panel



## Submittal Checklist

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### Plans

- Site Plan – drawn to scale, with site address, design wind speed, and exposure
- If located on roof, then Roof Plan
- If freestanding solar structure, then Structural Plan
- If net metering, then Production Meter must be shown on the one-line drawing

### Documents

- Signed Application Form
- Manufacturer's installation instructions for 97 mph = V wind speed or engineering ([Design Loads](#))
- Product Specifications
  - Photovoltaic panels and modules shall be listed and labeled in accordance with UL 1703
  - Inverters shall be listed and labeled in accordance with UL 1741
  - Systems connected to the utility grid shall use inverters listed for utility interaction
- Engineering required if total dead load of modules, supports, mountings, raceways, and all other appurtenances weigh more than 4 pounds per square foot.
- Signed [OTC Building Permit Checklist for Residential Solar Photovoltaic Systems Form](#)
  - Enter total dead load of system (lbs/ft<sup>2</sup>) (must be  $\leq 4^2$ lb/ft)
- Signed [OTC Electrical Permit Checklist for Residential Solar Photovoltaic Systems Form](#)

### Tips for Successful Submittal

- [File Naming Standards](#)
- [Plan File Requirements](#): Approval Stamp
  - Follow prescribed format – leave a blank area on the plans in the upper right corner